

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
October 19, 2007

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, October 19, 2007, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: Mr. Johnny L. (Chip) Crane, Mrs. Patricia (Pat) Dickens, Mr. Henry (Bubba) Hudspeth, Mr. Max Huey, Mr. Bruce Martin, Mr. Napoleon Moore, Mr. Ed Perry, Mr. Bobby Steinriede, Mrs. Brenda Yonge and Mr. George Walker.

Members not present: *Mr. Bruce Martin.*

Staff in attendance: Dr. Wayne Stonecypher, Mrs. Deborah Gilbert, Dr. Jason Pugh, Dr. Larry Day, Mrs. Audra Kimble, Mr. Jim Southward, Mrs. Eloise Richardson, and Mrs. Janet Dominy.

Guests in attendance: Dr. Reginald (Reggie) Sykes – Institutions of Higher Learning (IHL); Mr. Chuck Rubisoff – Office of the Attorney General, Mr. Gary Fox – Academic Dean at Hinds Community College, Ms. Sarah Pigford – Student at Mississippi College, Ms. Erin Deason – Student at Mississippi College, and Ms. Meredith Christian – Student at Mississippi College.

CALL TO ORDER

Mr. George Walker called the meeting to order at 9:00 a.m.

PRELIMINARIES

Mrs. Pat Dickens gave the invocation.

After the invocation, Mr. Walker asked that everyone in the room introduce themselves to the guests that were present. At this time, Dr. Wayne Stonecypher introduced Ms. Casandra Ware. Ms. Ware is a new employee at the SBCJC and will be working for Dr. Larry Day.

Approval of the Minutes of the September 20 – 21, 2007 Meeting

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Ed Perry, the Board **voted unanimously** to approve the minutes of the September 20 - 21, 2007 meeting.

Approval of Agenda

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Chip Crane, the Board **voted unanimously** to approve the agenda for the October 19, 2007 meeting.

REPORTS/ACTION

Executive Director's Report

Dr. Wayne Stonecypher began by expressing appreciation to the Board members for their loyalty and support of the community and junior colleges in Mississippi. Ms. Debra West, he added, has now become Dr. West. She has completed her doctorate at Mississippi State University in Community College Leadership.

Dr. Stonecypher reminded everyone that November 6, 2007 is Election Day.

At this time, Dr. Stonecypher recognized Dr. Reggie Sykes from IHL to address the Board. Dr. Sykes explained that he is the Assistant Commissioner for Community and Junior College relations. Though employed by IHL, Dr. Sykes stated that his job is to work with the community and junior colleges to help provide a seamless transition for the community or junior college student into one of the state's universities. One of the most important responsibilities that he has is to monitor the articulation agreement. He stated that there are 160 courses in the community and junior college curriculum that are guaranteed to transfer to one of the state's universities. Dr. Sykes would like to see more PTK students from the community and junior colleges transfer to one of Mississippi's universities. Electronic transcript transfers will also help to make a seamless transition for the community and junior college student.

Mr. Walker asked Dr. Sykes how many university graduates were enrolled in the community college system first. Dr. Sykes stated that they are still researching the exact numbers, but that twenty-five percent (25%) of all undergraduates at the universities are transfers from the community and junior college system. Dr. Stonecypher added that sixty-six percent (66%) of all the students in teacher education have transferred from the community and junior college system.

Dr. Stonecypher stated that the SBCJC has asked each of the community and junior colleges to update the picture of their college which hangs on the wall of the SBCJC Boardroom.

The meeting between Dr. Stonecypher, Dr. Bounds, and Commissioner Epps to discuss the transfer of the Career/Technical aspect of the Corrections programs has been rescheduled for December. Dr. Stonecypher stated that statistics show that an inmate that does not receive any education or training while in prison has a very high probability that he/she will return to prison. With education and training, there is a very good probability that he/she will not return to prison and could become a viable part of our workforce.

Mr. Napoleon Moore stated that he would like for the inmates (trainees) to be tracked after completing a program and being released for success in the workforce and society.

Mr. Walker said that he had a conversation with three (3) state senators and legislators about our prison system. They were very encouraged about the possibility of the community and junior colleges teaching the inmates a trade.

Dr. Randall Bradberry was unable to attend the SBCJC Board meeting today, because he is attending an ACT conference in Iowa City.

Dr. Stonecypher announced that Dr. Bradberry has been named to the National Workforce Board.

MACJC Report

Mr. Jim Southward, on behalf of Dr. David Cole, gave the MACJC report. The Academic Deans Association discussed a curriculum alignment initiative. The colleges have agreed to endorse a 2007 Fine Arts curriculum alignment which will include art, dance, speech, and music.

Dr. Debra West encouraged the colleges to be a part of Mississippi AHEAD. This is a statewide association that is dedicated to equal opportunities for students with disabilities in postsecondary education. Dr. Stonecypher stated that part of the duties of our Career/Technical education is to make Office of Civil Rights and compliance (OCR) visits to the colleges.

SACS has recommended that the colleges change the prefix for some developmental courses that had an EDU or education prefix. Several of the colleges had been using these developmental courses toward credits for graduation, and the prefix gave the impression they were education courses. Dr. Stonecypher and Dr. Garner are going to co-chair a committee to make a recommendation to SACS regarding these courses. Dr. Stonecypher stated that twelve (12) of the fifteen (15) colleges do allow some developmental courses to count toward graduation credits for the AA or AS degree. Dr. Sykes added that these developmental courses will not count toward a degree at one of the universities whether the courses were taken at the community college level or at a four (4) year institution. Mr. Gary Fox stated that many students that make a low score on the ACT will need to take these developmental courses. Mrs. Dickens said that many of our community college students are adult learners (non-traditional students) that are returning to college or starting college later and will need these courses.

Career and Technical Report

Dr. Jason Pugh began by saying that he did not have any program requests or changes this month. A new prison report is detailed under Exhibit A. Dr. Pugh referred to Mr. Moore's comment about tracking the inmates after they are released. Currently, there is some follow-up, but none that specifically tracks trainees and the jobs that are obtained as the result of their training. One of the components of this transition will be to track these trainees just like our Workforce trainees and Career/Technical trainees. This will include one year of follow-up to check employment, wages, and to see if they have returned to prison.

The third prison visit was made to the South Mississippi Correctional Institute in Greene County. This facility had the strongest programs of all the prisons that had been visited. The facilities were very up-to-date with their equipment. Jones County Junior College has been contacted in regard to their role in this particular prison system. Hinds Community College and Mississippi Delta Community College had also been contacted about their role in the prisons that are in their districts.

Dr. Pugh added that the Board will need to make a decision regarding which path to take on this opportunity by January of 2008. One path would be for the colleges to take over the programs. Another path would be for the Board to take over the programs.

Mr. Walker asked Dr. Pugh if there was support for this opportunity by the legislature, the Governor's office, etc. Dr. Pugh stated that the State Workforce Investment Board (SWIB) was very excited about this possibility, and Governor Barbour's office has pledged that they will do whatever they can to support this initiative. He also said that we will probably be \$1,000,000 short for funding this initiative. One goal will be to increase the pay for the instructors in order to hire and retain quality instructors. Dr. Pugh stated that he will seek funding from the legislature, and that the State Workforce Investment Board (SWIB) said that they would aid in funding for at least a period of two (2) years.

Workforce Report

Dr. Pugh began the Workforce report by discussing the annual Governor's Annual Workforce Conference which is scheduled for next week in Philadelphia, Mississippi. A State Workforce Investment Board meeting will precede the conference on Monday morning. This conference is an event that includes the Mississippi Employment Commission, and the trainers at the community colleges. Mr. Jason Carter, Mrs. Eloise Richardson, Mr. Dexter Holloway, and

Dr. Pugh from the State Board are all on the agenda. Governor Barbour will also be speaking at the conference.

Exhibit B is the Workforce Budget Report, Fiscal Year 2008. Presently, Workforce Training is conducting the largest project to date with SeverCorp, a steel mill, which is in the East Mississippi Community College district.

Dr. Pugh stated that he had been invited to travel to Georgetown, Kentucky to visit the Toyota training center. The team from Mississippi that traveled to Kentucky included individuals from our community colleges as well as those associated with economic development.

A Career Readiness Certificate (CRC) update was also given. Statewide testing has been scheduled to be implemented by November 1, 2007. Training will take place over the next three (3) weeks in regard to the training materials. Approximately, one hundred (100) CRCs have been issued this month.

Accountability and Technology Report

Dr. Day referred to the motion, made at the previous Board meeting, requesting the funds being held by EdNet that are designated to the State Board for Community and Junior Colleges be transferred to our SBCJC account for deposit. Dr. Day, Dr. Stonecypher, Mr. Bruce Martin, and Mr. Chuck Rubisoff recently attended a meeting with the EdNet Board. At that meeting, Dr. Stonecypher requested those funds be transferred to our SBCJC account. After much discussion, the EdNet Board decided to table this issue until they could make a determination regarding how much money each entity was entitled to receive and to review their policy on how this money should be disbursed.

Mr. Walker suggested that Dr. Day discuss with Mr. Bruce Martin, an SCBJC Board member as well as our representative on the EdNet Board, about keeping this issue on the forefront.

Mr. Walker asked that a motion be formally made to follow-up on this issue. If no action has been taken by the end of December, the Chairman of the Board and the Executive Director will be authorized to take whatever action is needed. Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **unanimously approved** this request.

Mr. Walker also asked that Dr. Day contact Mr. Martin and let him know what had been discussed at today's Board meeting.

Program Report

Mr. Jim Southward reported that the soccer tournament is scheduled to start this weekend at Hinds Community College. In both the men's and the women's divisions, Hinds Community College and Itawamba Community College will represent the North divisions.

In the football update, Mr. Southward stated that Mississippi Gulf Coast Community College and Jones County Junior College are still in the top five (5) nationally. There is a good possibility that one (1) of these two teams could go undefeated and move into the number one (1) or number two (2) spot. Plans are still being made for a Mississippi Bowl game in 2008. Mr. Southward said that he hopes that this plan for a bowl game can be presented to the MACJC in January for their approval. In the North division, Northwest Mississippi Community College and Itawamba Community College are currently tied with six (6) wins and one (1) loss each. They are also in the top twenty (20) nationally.

Mrs. Eloise Richardson gave the ABE/GED report. She stated that the SBCJC will be receiving a Rural Education Grant in the amount of \$70,000.00 from the U. S. Department of Education. Mississippi is one (1) of six (6) states to receive this grant. These funds will be used in the Grenada and Northwest areas to assist the teachers and trainers for low level reading students.

Mrs. Richardson stated that she will also be attending the Governor's Workforce Conference next week in Philadelphia, Mississippi. She also said that the U. S. Department of Education has assigned her a new person to mentor in Iowa. For the past year and a half, she has been mentoring the ABE/GED director in Hawaii.

Mrs. Richardson discussed the problem of how to count dropout high school students that have taken the GED. Currently, the adult education program receives \$6.4 million from the federal government. The stipulation with this funding is that the adult education program can not serve anyone still in school. The school districts now can have a GED option within their school districts in order to prepare some of these students to later take the GED. Ninety-one (91) out of one hundred and fifty-two (152) school districts are offering this program at the present.

The MAC Conference follow-up report was given by Mr. Gary Fox. The focus of the conference was on student retention. Electronic transcript transfers from one college to another were also discussed. Presently all fifteen (15) community and junior colleges and most of the universities are receivers of these electronic transcripts. Mr. Fox commended the job that Dr. Reggie Sykes has done with the articulation agreement between the SBCJC and IHL. There are still some online science courses that will not transfer to the universities. Discussions took place regarding using the hybrid method (part of the class is taken online and

part is taken on campus). Labs connected with these science courses could be taken on campus. Mr. John Garner led a session on enhancing the success of first year students. One suggestion that he had was to offer a first year seminar. Another suggestion was for the students to be advised by the instructors who teach them in their first year classes. At the conclusion of the conference, the community and junior college representation had a meeting. The strength of the community and junior college organization was expressed. The strong uniform course numbering system is being made even stronger due to the efforts of Dr. Stonecypher and Dr. Bradberry. Dr. Stonecypher's desire was for all of the fifteen (15) colleges get together and discuss all of the courses in the uniform course numbering system. The goal would be to align these catalog course descriptions and the course titles. The Science courses were aligned last year at Jones County Junior College, and the Fine Arts courses were aligned at Itawamba Community College. English, Math and Computer Science courses will be aligned this year. Dr. Bradberry and Dr. Stonecypher appealed to the presidents of the colleges to help offset the cost of these meetings.

Mrs. Audra Kimble referred the Board to Exhibit C. This exhibit details the enrollment and courses offered through the virtual college since its inception in the spring of 2000 through the fall of 2007. She stated that the final page of the exhibit details the activity of the fifteen (15) colleges in the MSVCC. Currently, there is a seventy-five percent (75%) student retention rate. Mr. Terry Pollard, our eLearning Specialist, is diligently working to provide training opportunities for all of our instructors. The Outcomes System of Blackboard is a three (3) year project which was started this year and is a means of tracking historical data. Also, a meeting has been planned with the Department of Education (K-12) and their virtual high school and IHL to develop stronger partnerships within the virtual system.

Finance Report

Mrs. Deborah Gilbert reviewed the items on the Finance as follows:

Upon a motion by Mr. Ed Perry and a second by Mrs. Brenda Yonge, the Board **unanimously approved** the **Education Enhancement Fund Disbursements** for October 31, 2007 in the amount of \$3,066,095 as seen in Attachment 1. Mrs. Gilbert noted that there were reductions in both August and September and do hope that collections catch up in future months to make up the losses.

Mr. Walker asked Mrs. Gilbert what course of action the Board should take if Education Fund Disbursements continue to decline. If that happened, Mrs. Gilbert stated that the colleges would need to be notified so that they could adjust their budgets. It is anticipated, though, that there will be an increase in these disbursements as the holiday season approaches and sales increase since this fund is determined by the one (1) percent sales tax.

Mrs. Gilbert reviewed **Financial Statements for Funds 2291 and Special Funds** as of Close of September 30, 2007 – FY 2008. They are shown as Attachments 2a and 2b.

Mrs. Gilbert stated that there is a delay in the report on the Funding Formula FY 2008. It will be presented at the next board meeting.

The County Tax Follow-up Report is detailed on Attachment 4. The Board of Supervisors in Lauderdale County has stated that they are in compliance for FY2007. Also, in an email from Steve Caldwell, he gives an update on two (2) of the counties in the Holmes district. Choctaw County has increased their millage to the minimum, and Madison County has agreed to comply with fulfilling their minimum millage requirement over a two (2) year period.

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Chip Crane, the Board **unanimously approved** the purchasing of the Equallogic Storage Area Network (SAN) Model PS3600X in the amount of \$55,000.00. This purchase is contingent on the approval of ITS. ITS will bid this out. The list price is \$55,000.00, but the bid that is received should be less than this amount. This purchasing approval is listed as Attachment 5a, the funding source is through Education Technology via S. B. 3131.

Upon a motion by Mr. Max Huey and a second by Mrs. Pat Dickens, the Board **unanimously approved** purchasing the Packteer – Bandwidth Management Appliance in the amount of \$24,848.84. This device will provide granular network management capabilities for the SBCJC WAN. Two quotes were received on this item, and the bid of \$24,848.84 was the lower bid. This purchasing approval is listed as Attachment 5b, and the funding source is through Education Technology via S. B. 3131.

Mrs. Gilbert reviewed the **CJC Financial Reports** for FY 2008 which are shown as Attachments 6a, 6b, and 6c. Attachment 6a details the Academic Faculty Salary Schedule for FY 2008. Attachment 6b gives the Average Faculty Salaries that were budgeted for FY 2000 through FY 2008. Auxiliary Enterprises, Revenues, and Expenditures for FY 2007 are listed in Attachment 6c.

Travel Authorizations

Upon a motion by Mr. George Walker and a second by Mr. Bobby Steinriede, the Board **voted unanimously** to grant travel authorizations to any Board members that may need to travel to a meeting of the Executive Director Selection Committee before the next Board meeting in November 2007.

Out-of-Town Meetings

The Board will meet at Pearl River Community College for their January 17 – 18, 2008 meeting. The Thursday night meeting (January 17) will be in Hattiesburg, and the Friday morning meeting (January 18) will be in Poplarville.

Upon a motion by Mr. George Walker and a second by Mr. Bobby Steinriede, the Board **unanimously voted** to keep their regular meeting date on December 21, 2007.

OTHER BUSINESS

Mr. Walker requested that an updated report on the proposed new building for the SBCJC be given at the November Board meeting.

Dr. Sykes commented that the decision of UMC (University Medical Center) not to accept online science courses with a lab affects not only the community and junior colleges, but affects the universities as well. Dr. Sykes stated that he had asked UMC to advise students that wish to transfer to their institution to take traditional science courses if they are pursuing a pharmacy, dental or medical degree. The other Allied Health programs at UMC will accept online science courses for transfer.

Consideration of Executive Session Regarding a Personnel Matter

Mr. Ed Perry made a motion, seconded by Mrs. Pat Dickens, that the Board close the meeting to consider going into executive session. **Motion passed unanimously.**

Upon a motion by Mr. Ed Perry and a second by Mr. Bubba Hudspeth, the Board **voted unanimously** to go into executive session to discuss a personnel matter. Mr. Walker opened the meeting and announced that the Board had voted to go into executive session to discuss the personnel matter.

MINUTES OF THE EXECUTIVE SESSION

Board members present during all or part of the executive session were Mr. Chip Crane, Mrs. Patricia Dickens, Mr. Bubba Hudspeth, Mr. Max Huey, Mr. Napoleon Moore, Mr. Ed Perry, Mr. Bobby Steinriede, Mrs. Brenda Yonge and Mr. George Walker.

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Ed Perry, the Board voted to close the application process. The vote failed by a majority vote.

Upon a motion by Mrs. Patricia Dickens and a second by Mrs. Brenda Yonge, the Board voted to continue the application process. The vote passed by a majority vote.

The position will be advertised, again, for thirty (30) days. The ad will run in the same publications (The Clarion Ledger, The Commercial Appeal, The Birmingham News, The Chronicle of Higher Education), and an ad will also be placed in The Times-Picayune. The ads will appear the same number of times as the previous ads.

Upon a motion by Mrs. Patricia Dickens and a second by Mr. Bobby Steinriede, the Board voted unanimously to advertise in The Clarion Ledger, The Commercial Appeal, The Birmingham News, The Chronicle of Higher Education, and The Times-Picayune.

The application process will close on Monday, November 26, 2007 at 5:00 p.m. Central Time. Advertising will begin Tuesday, October 23, 2007. The interview process will begin in early December 2007.

Upon a motion by Mr. Ed Perry and a second by Mrs. Brenda Yonge, the Board voted unanimously to adjourn the executive session.

Upon a motion by Mr. Ed Perry and a second by Mrs. Brenda Yonge, the Board voted unanimously to open the meeting.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:45 a.m.


Mr. George Walker, Chairman


Dr. Wayne Stonecypher, Executive Director

Exhibits and Finance Attachments

Career/Technical Division Report-----	A
Workforce Division Report-----	B
MSVCC Report-----	C
GED Report Materials-----	D
Education Enhancement Fund Disbursement-----	Finance Attachment 1
Financial Statements – General Fund 2291 & Special Funds as of September 30, 2008 FY2008-----	Finance Attachment 2
County Tax Follow-up Report-----	Finance Attachment 4
Purchasing Approval – Equallogic Storage Area Network (SAN) Model PS3600X -----	Finance Attachment 5a
Purchasing Approval – Packteer – Bandwidth Management Appliance -----	Finance Attachment 5b
CJC Financial Reports-----	Finance Attachments 6a, 6b, & 6c